Sales Ratio Study File Format Requirements

Real Property Assessment

This file format should be used to submit data beginning in Pay 2010

HEADER RECORD (the first record in each file)

Column	Start	End	Length	Type	Comments/Format
Filename	1	21	21	A	Filename (eg "Filename: Ratio Study")
County number	22	38	17	A	Constant Value (eg "County Number: 23")
County Description	39	78	40	A	Constant Value (eg County Description: LAKE COUNTY")
File Format ID	79	99	21	A	Constant value of "File Format ID: 2006A"
County Contact Name	100	139	40	A	Constant value (eg "County Contact Name: Robert Smith")
County Contact Phone	140	179	40	A	Constant value (eg "County Contact Phone: 219-555-5555")
File Create Date	180	209	30	A	mm/dd/yyyy format (eg "File Create Date: 03/03/2003")
File Create Time	210	231	22	A	Constant value (eg "File Create Time: 1400")
Assessment Year	232	252	21	A	Constant value (eg "Assessment Year: 2002")
Pay Year	253	266	14	A	Constant value (eg "Pay Year: 2003)
Name of Vendor Performing Ratio Study	267	306	40	A	Constant value (eg "Vendor Name: ABC Vendor")
Software Vendor Phone Number	307	331	25	A	Constant value (eg "Vendor Phone: 317-555-555")
Software Vendor Email	332	356	25	A	Constant value (eg "Vendor Email: Help@ABCVendor.com")
Transmission Description	357	456	100	A	Constant value (eg "Transmission Description: Preliminary Data Submission – Test")

VALID SALES FILE (0, 1, or many records) - Filename = VALIDSALES

Column	Start	End	Length	Type	Comments/Format
Parcel Number	1	25	25	A	Must match a Parcel Number in the Real Property Parcel Data File of the Property Tax File Format Requirements.
GIS Parcel Number	26	50	25	A	This is the State Standard Parcel Number
AV - Land	51	62	12	N	
AV - Improvements	63	74	12	N	
AV - Total	75	86	12	N	
Date of Sale	87	96	10	A	Format mm/dd/yyyy
Net Sales Price	97	111	15	N	
Township Number	112	115	4	A	
DLGF Taxing District Number	116	118	3	A	
Neighborhood Code	119	130	12	A	
Property Class Code	131	133	3	A	Refer to Code List 1
Assessment to Sales Ratio	134	138	5	A	

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RATIO STUDY STATISTICS FILE (one record per class, per township) - Filename = STATISTICS

Column	Start	End	Length	Type	Comments/Format
Township Number	1	4	4	A	
Property Class for Stats	5	7	3	A	Refer to Code List 2
Mean Assessment Ratio	8	12	5	N	Expressed as a decimal carried to 4 decimal places (eg "0.9852" or "1.0243")
Weighted Mean Assessment Ratio	13	17	5	N	Expressed as a decimal carried to 4 decimal places (eg "0.9852" or "1.0243")
Median Assessment Ratio	18	22	5	N	Expressed as a decimal carried to 4 decimal places (eg "0.9852" or "1.0243")
Coefficient of Dispersion about the Median	23	27	5	N	Expressed as a decimal carried to 4 decimal places (eg "0.1533")
Price-Related Differential	28	32	5	N	Expressed as a decimal carried to 4 decimal places (eg "1.0324")

TRAILER RECORD (the last record in each file)

Column	Start	End	Length	Type	Comments/Format
Record Id	1	10	10	A	Constant value of "TRAILER "
Total Record Count	11	30	20	N	Total Number of Records excluding header and trailer records.

2/2/2006